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Approved For Release 2005/11/21 : CIA-RDP70-00211R000800300046-9

ROUTING AND RECORD SHEET

DDP/RMO

SUBJECT: (Optional)

FROM:

WH Division

NO.

DATE 13 October 1961

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1.

DDP/RMO 2010 "L"

2.

DDS/RAO
604 -1016 16th St.

11/29

STAT

2 to 3:

3.

DDP/RMO

4.

WH/RMO

5.

6.

7.

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15.

WH has already prepared records control schedules for Branch I and CA Staff. Their plan to establish an overall records disposition program is certainly commendable. However, I'm returning this proposed general type schedule because I feel it will not produce the desired results without considerable technical improvement. The attached comments should serve as a guide in making this a more effective schedule. Let me know if we can be of further assistance in completing this job.

STAT

STAT

FORM 1 DEC 56

610

USE PREVIOUS EDITIONS

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